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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 15 November 1961

FROM : Acting Deputy Chief, Area Training

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

CIA will be asked by the Foreign Service Institute to contribute financially to the establishment of an "Area Training Materials Center." This solicitation, which is being addressed to D/TR, will come shortly from Mr. Carl Strom, Director of the FSI. Mr. Strom, who will be writing similar letters to AID, USIA, Defense, and the Peace Corps, will be acting at the formal request of the informal Inter-Agency Area Roundtable, which endorsed the proposal for the Center at its last monthly meeting.

B { The proposed Center is the outgrowth of the Roundtable's many discussions of the members' common problems in identifying and acquiring really appropriate area training materials. Typical of many such problems is the following: materials produced by an agency for its needs are generally not available in sufficient quantities to other potential, interested users simply because of the original narrow needs. The Center, it is expected, will serve as a clearing house for information on, and eventually as a repository for, information on area training materials which are useful to member agencies. The Center will also evaluate governmental and non-governmental materials, indicate gaps in present coverage, stimulate production of needed materials and regularly disseminate its findings and information to the members.

IAS hopes to obtain from the Center not only more but also a better grade of material than is presently available. This is a field in which the quality of materials is especially in need of improvement, and our hope is that the Center will contribute to this end. The Center will also provide us with an excellent avenue, presently not available, for tapping the resources of the other agencies. The location of the Center in FSI, our next-door neighbor, means an extra bonus in usefulness to us.

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The proposal calls for FSI housing and supervision of the Center. The staff will consist of three persons, eventually, perhaps four. The member agencies are being asked to contribute, on an interim basis, to the payment of the salaries of the staff. The request to CIA will probably ask for approximately \$3,000. FSI expects this to be a one-shot affair inasmuch as it will incorporate payment of these salaries in its next regular budget.

B. OTHER ACTIVITIES

None to report.

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